

**ARIZONA PUBLIC SAFETY COMMUNICATIONS COMMISSION**  
**Summary of Minutes**  
**October 26, 2005**

**Voting Members Present:**

David Felix, Deputy Director, Arizona Department of Public Safety (Chairman)  
Ray Allen, Assistant Chief, Tucson Fire Department  
Amy Brooks, Captain, Apache Junction Fire Department  
Hal Collett, Sheriff, La Paz County, Arizona Sheriffs  
Jan Hauk, President, Arizona Fire District Association/Buckeye Valley Fire District  
Tracy Montgomery, Commander, Phoenix Police Department  
Kermit Miller, Deputy Chief, alternate for Richard Miranda, Chief, Tucson Police Department  
Kathleen Paleski, Commander, Northern Arizona University Police Department  
Lou Trammel, Deputy Director, Arizona Division of Emergency Management  
Kenneth Witkowski, Chief, Gila River Indian Community Police Department  
Dewayne Woodie, Captain, Ganado Fire District/EMS  
Mike Worrell, Captain, Phoenix Fire Department

**Voting Members Absent:**

Gordon Gartner, Chief, Payson Police Department  
Danny Sharp, Chief, Oro Valley Police Department  
Dan Wills, Chief, Sedona Fire Department

**PSCC Support Office Attendees:**

Curt Knight, Executive Director, Public Safety Communications Commission  
Kevin Rogers, Project Manager, Public Safety Communications Commission  
Terry Conner, Commander, Public Safety Communications Commission  
Wayne Kincheloe, Telecommunications Engineer I, Public Safety Communications Commission  
Deidra Strickland, Administrative Services Officer, Public Safety Communications Commission  
Evelyn Jablonski, Executive Assistant, Public Safety Communications Commission

**Call to Order and Roll Call**

The meeting was called to order at 1:02 p.m. by Chairman David Felix. Roll call was taken as noted above and a quorum was declared present.

**Approval of Minutes from May 24, 2005**

Chairman Felix called for a motion to accept the minutes of the July 26, 2005 meeting as no changes were made. Deputy Director Lou Trammell presented a motion for approval of the minutes. The motion was seconded by Captain Dewayne Woodie and was unanimously carried.

**Formal Acceptance/Signature of the Concepts of Operations Document**

The Commission voted at the July 26, 2005 meeting to accept the Concept of Operations document with the idea of signing the document in a formal public signing ceremony at a later date. Due to scheduling conflicts, it was decided the signing of the Concept of Operations document would take place at this meeting. Several signature pages from the Concept of

Operations document were passed around for the Chairman and Commissioners to sign. Signatures are still needed from Commissioners Gordon Gartner and Daniel Sharp.

## **General Business**

### PSCC General Policies

Mr. Curt Knight advised the Commission of the specific changes/additions made to the General Policies, specifically to incorporate activities pertaining to the establishment and definition of the Statewide Interoperability Executive Committee (SIEC). Specific Articles addressing those areas can be found in Article 4 (4.6 through 4.11), Article 8 (8.6) and all of Article 11. No formal action was needed on additional changes/revisions, just general consensus. Chairman Felix asked for changes, comments, and/or recommendations to the General Policies; none were received.

### Joint Legislative Budget Committee (JLBC) Meeting

PSCC activities, budget and Concept of Operations timeline were presented to JLBC at their July 2005 hearing. A point of importance at this meeting was the PSCC timeline to help JLBC better understand our direction and activities for near-term and long-range goals. The next PSCC quarterly report to JLBC will include a completed Concept of Operations document and is due the first part of November.

### Legislative Activity/Support

Representative Steve Huffman queried Mr. Curt Knight at the last JLBC meeting on what he could do to help with the PSCC mission. Representative Huffman was advised of needed funding for replacement of our microwave system. As a result, Representative Huffman drafted legislation to be in this next legislative session authorizing the Department of Public Safety to enter into financing options to replace the microwave system over the long term. Mr. Knight encouraged the commissioners to express their thanks for Representative Huffman's interest by contacting him or any of the other legislative representatives who might be interested in furthering our mission.

Chairman Felix emphasized the importance of keeping the Governor's Office informed of any representative and/or legislative funding requests being crafted on our behalf. Chairman Felix asked Mr. Knight to proceed with supplying information to representatives regarding legislative requests but keeping in mind the need to inform the Governor's Office of these funding requests and aligning our budget priorities with their office.

### SAFECOM Practitioner Working Group (PWG) Survey

SAFECOM approached Mr. Knight to participate in deploying a survey to measure the baseline of interoperability. Mr. Knight will suggest to SAFECOM that the Support Office would help them and may involve the commissioners as practitioners. Mr. Knight may query the commissioners to see if they would be interested in participating and if commissioners have the time to complete a survey. Commissioner Trammell asked who the survey would be sent to. Mr. Knight stated that was not yet defined but it was thought practitioners or administrators who have been practitioners. The survey is a random nationwide, federal effort geared toward addressing border, rural and suburban issues. The initial pilot survey will be sent to Mr. Knight for his review to see if SAFECOM has captured the right information before it is distributed.

Chairman Felix's hope is for the survey to be conducted with key personnel via phone or conference call rather than by mail in hopes of achieving greater participation.

### **Statewide/Regional Interoperability Activities**

Pima County - (PowerPoint presentation by Captain Paul Wilson of the Pima County Sheriff's Office.)

Captain Paul Wilson gave a brief overview, timeline of activities, and accomplishments to date of the Pima County Wireless Integrated Network (PCWIN), website address: <http://www.bonds.pima.gov/Wireless/Wireless.htm>. This project is inclusive of a number of agencies to build a regional radio system as well as a regional communication center with funding at \$92 million as approved by the voters of Pima County. The general scope of the project is displayed below:

- 1) design, procure and deploy – regional public safety communications system,
- 2) provide interoperability between agencies and disciplines, specifically police and fire,
- 3) to build a regional communication center intended to co-locate the 911 and dispatch functions of Pima County with those of the City of Tucson Police and Fire Departments as well as with the County's emergency operations center, and
- 4) to provide an Automatic Vehicle Locator (AVL) solution to help the entities participating to manage resources better.

Chairman Felix asked Captain Wilson at what point would the issue of standards for the Pima County Wireless Integrated Network project be addressed and/or resolved with all the diverse users. Captain Wilson advised it was not yet resolved; however, the bond implementation plan includes a requirement that whatever is built be standards-based. Both the User and Technical Committees would be asked to evaluate that issue and it is also a specific point in their solicitation for their consultant services to evaluate and then make recommendations to the Executive Committee. Chairman Felix asked if they would be utilizing the MACRO report and some of the work already done. Captain Wilson responded he would expect their consultants would be doing that and bring recommendations back for further discussion.

Yuma City/County/Region – (PowerPoint presentation by Greg Wilkinson of the Yuma County Sheriff's Office.)

Mr. Greg Wilkinson gave a brief overview of interoperability activities taking place in the Yuma area with the city, county and region. Some of those key projects are listed below. Mr. Wilkinson is also a participant in the Southern Regional Advisory Council (RAC).

- 1) A communication subcommittee has been established through the Homeland Security Southern Regional Advisory Council where each of the four counties and tribal nations have established a communications plan within their areas.
- 2) Cochise County is putting in a 5-channel simulcast VHF to cover the whole county.
- 3) Tohono O'odham will be joining with the Pima system.
- 4) Santa Cruz is putting in a VHF system to cover the whole county.
- 5) In the Yuma area, they have the Yuma Regional Communication System.

- 6) An IGA has been established between the city and county and they have also stood up a regional communications council to oversee implementation and operational aspects of the whole system.
- 7) With the existing APS IGA which connects EOC's, they are taking that one step further and are in the final steps of putting together an IGA with APS to give them the capability to roam off their system for statewide coverage.
- 8) There's an IGA to work with the Marine Corp Air Station. This IGA has allowed them to do many things without the need to build infrastructure. Instead they tie into their microwave and extend their backbone which saves them money. Capitalizing on these different resources, their whole system will probably run in the range of \$5-6 million.
- 9) Discussions with Department of Public Safety related to IGA's but nothing has been formalized yet.
- 10) San Diego has a regional communication system which connects out to the Imperial Valley up to the Arizona border.
- 11) They have had some different discussions with Mexico and have a mutual aid agreement with Mexico so they respond to San Luis, Sonora.
- 12) They also have mutual aid agreements with the Cocopah Tribe in Somerton where their fire departments are merged together.

Commissioner Hal Collett asked Mr. Wilkinson if they had received any RAC funding from this past year and when is the funding anticipated? Mr. Wilkinson responded the funding has been allocated but they have not received their formal award letters. Commissioner Collett asked if they had cutbacks from the original submittals. Mr. Wilkinson responded that grant requests were greater than funding available.

Arizona Emergency Radio System (AERS) – (Information provided by Mr. Kevin Rogers, Project Manager, PSCC.)

Mr. Kevin Rogers briefed the Commission on activities involving the deployment of the AERS system (formerly known as the Interagency Radio System (IARS)). Highlighted below are some of the activities that will take place with the expansion of the IARS system to the AERS design as a means of improving near-term interoperability.

- 1) The AERS design will expand upon the IARS coverage taking advantage of additional mutual aid channels to improve interoperability in mutual aid operations.
- 2) AERS will ultimately expand the number of remote communication sites from its current 15 to nearly 45 locations providing near statewide coverage with an infrastructure-based interoperable platform between VHF, UHF and the 800 MHz mutual aid radio channels.
- 3) AERS will enhance the use of current available systems and technology but is not designed to serve as a comprehensive public safety communication solution.
- 4) This near-term solution will enable first responders to communicate with each other on a dependable network with minimal cost.
- 5) A Proof of Concept pilot project will be deployed in Coconino County in late 2005 as engineered by the PSCC Support Office, the DEMA consultants (RCC Consultants), and the DPS Telecommunications Bureau. Coconino County was chosen as a pilot site due to the amount of infrastructure currently in place in Coconino County, the microwave

connectivity into the DPS system from their combined dispatch center of the law enforcement administrative facility, the unique partnership between the Coconino County Sheriff's Office, Flagstaff and NAU Police Departments, and the current use of this system over the past few years. Coconino County has committed a considerable amount of their own grant funding to this project. Mr. Rogers thanked Ms. Cathy Allen with the Coconino County Sheriff's Office and Deputy Chief Bob White of the Flagstaff Police Department who have offered to participate in this pilot project.

Mr. Rogers stated full statewide deployment will continue after the pilot with the intent of providing an enhanced communication resource for the TOPOFF 4 emergency planning exercises scheduled for May 2007.

Also, Mohave County has recently expended some of their Homeland Security grant funds to assist in purchasing equipment needed in support of this project with DEMA funding the balance. Mohave County is currently planning to connect to the DPS microwave system with the microwave link from their dispatch center.

Mr. Rogers advised he would continually update the Commission on the progress of this project at future meetings as other sites around the state are identified for installation and operation including the need for additional funding as they work toward the completion of this near-term project. Mr. Knight responded that Mr. Rogers put it well that the AERS system is taking advantage of some existing technologies and infrastructure and just trying to put it back into shape again as well as develop policies and procedures on how it will be used. Mr. Rogers closed with the idea that AERS is not conceived as the final solution. Our commissioners, constituents, and other interested parties we talk to on the subject need to recognize AERS is not the final solution but the beginning to some of the solutions that will become the answer.

Commissioner Mike Worrell questioned if this project would be looking at mutual aid channels and clearing the channels that are designated for mutual aid. Mr. Rogers replied that currently the plan is to deploy the 155.475 in VHF and the 460.375 in UHF which are known as the law enforcement frequencies, and the 866.0125 known as the ICALL channel at each site to be cross-banded together so the VHF user can talk to the UHF and 800 user. At each site, they will deploy a narrow band simplex station using one of the new VTAC interoperability channels and those will be deployed in different locations throughout the counties. As an example, Coconino County will be VTAC3 and Mohave County will be VTAC2, etc. For technical and operational reasons, this was done so they could have a couple of incidents going on in neighboring counties without interfering with each other.

Chairman Felix emphasized how important this is for the education aspect as ongoing meetings have been occurring with Mr. Jim Ryan of the Government Information Technology Agency (GITA) who is tasked with tracking PSCC issues. GITA is responsible for oversight of large-scale information technology projects primarily for state agencies. Traditionally, GITA has never had oversight for radio communication projects but since legislation required GITA be consulted to provide oversight to the PSCC project, Chairman Felix, Mr. Knight, Commander Conner, and Mr. Rogers met with GITA staff in an effort to educate and inform them of ongoing PSCC activities. Mr. Knight will continue to meet with Mr. Jim Ryan as GITA is critical to

supporting this effort and needs to be kept informed of PSCC activities status and forward movement of this project or it may be difficult to get funding support.

Chairman Felix requested an actual schedule of deployment with dates and timeline by the next meeting. Mr. Rogers responded what they hope to achieve once the pilot project is completed and the equipment starts shipping at the beginning of the year, they hoped they would have a continual timeline or a map showing where they stand on the different sites, implementation sites and where the next sites are going. Mr. Knight stated the idea that a large portion of the AERS system of those 47 some odd sites that Mr. Rogers mentioned would be in place by January 2007 with the idea that it would be a resource or an asset for use with TOPOFF 04. So how many of those 44, I don't think we are quite ready to know what those are but the mission is to have as many of those in place as possible again for TOPOFF 04. Those will be brought to you at each meeting. Chairman Felix stated that this would help clarify for all of us exactly what the progress of that particular project is because that is the one underway and it will have an impact sooner than any of these others. No other questions or comments came up.

West Valley RFP (Information not presented at this meeting.)

Other States Activities - (Information provided by Mr. Jim Ryan, Homeland Security Technology Manager, Government Information Technology Agency (GITA).)

Mr. Jim Ryan briefed the Commission that the current share of his job is working for DPS, DEMA and the PSCC. He also discussed the activities of radio interoperability/emergency communication systems of three different states – Colorado, South Dakota and Wyoming. He advised that upon request a copy of his report from meeting with these states could be obtained by contacting Mr. Knight.

Chairman Felix asked Mr. Ryan to briefly explain GITA's role as it relates to the PSCC and how GITA fits into that. As a consultant, GITA looks at this Project Investment Justification (PIJ) process which gives an overall picture as to what the project is going to be, the total cost, and basically working with the agency to monitor and help them come up with a good plan based on best practices and conformity to state or industry standards. Mr. Ryan stated emphasis is placed on strategic planning and documentation upfront but they don't seem to get a lot of detail into the actual implementation plan. Also, GITA works with the agencies to come up with a snapshot as well as a detailed plan as to how all the parts and pieces are going to assemble, what are the critical paths, what the end results will be, project is on time and on budget, there is change control and controls in place, and the agencies short-term and long-term expectations are being met.

**STATEWIDE INTEROPERABILITY EXECUTIVE COMMITTEE REPORT TO THE COMMISSION (SIEC)** (Information provided by Captain Paul Wilson, co-chair of the SIEC, Pima County Sheriff's Office.)

Captain Paul Wilson briefed the Commission on the activities that took place at the Statewide Interoperability Executive Committee (SIEC) meeting. Captain Wilson stated that authority was given to himself and Mr. John Maldonado to make appointments for the other voting members of

the SIEC. He advised that Mr. Mark Venuti and Mr. Scott Tillman were both formally appointed as members of the SIEC voting body but they were still seeking a representative from the Arizona office of Emergency Management. They hope to have an individual selected by their next meeting date.

Secondly, the SIEC was asked to look at some technical standards for the VHF equipment that had been previously crafted by the Commission staff office. The SIEC voting body will have the Technical Work Group review and comment prior to the voting body taking action on the technical standards. The SIEC has re-organized the technical and operational work groups with the official appointments for those co-chairs being Commander Dan Wells of the Department of Public Safety and Division Chief Dave Strayer from the Casa Grande Fire Department on the Operational Work Group. The Technical Work Group co-chairs are Mr. Kevin Rogers of the PSCC office and Captain Mike Worrell of the Phoenix Fire Department. Both Work Groups were asked to come back to the January meeting and present an outline of who their membership is as well as an action plan, both short- and long-term, and how they intend to proceed to achieve the goals and objectives of the individual work groups.

Captain Wilson advised the Operational Work Group reported their involvement in working with the Coconino County pilot project for AERS. The Operational Work Group will be using the NAU commencement exercises in December as the project to build their operational procedures around. The outcome of that exercise will be reported at the next PSCC meeting in January.

Chairman Felix thanked Captain Wilson for his briefing. Mr. Curt Knight stated the extra activities of the SIEC are moving toward the idea that with policies and procedures in place and then put into practice we can make great strides in improved interoperability.

Mr. Knight mentioned the next meeting in January will be on a Tuesday.

#### **Date, Time and Location of Next Meeting**

January 24, 2006 (Tuesday) at 1:00 p.m.

Burton Barr Central Library

1221 North Central Avenue, Phoenix, Arizona

#### **Call to the Public**

No comments came from call to the public.

#### **Recommendations for Future Meetings**

Going back to agenda item #3, Chairman Felix asked Mr. Knight to comment on what his intent is for the next meeting on forward movement with the Concept of Operations; specifically with long-term interoperability.

Mr. Knight responded the Concept of Operations is a non-technical document, our philosophy, opinions, knowledge and experience from operations on the street or within our disciplines. Mr. Knight proposed a position paper to move this forward from the Concept of Operations into a conceptual model of where we might want to go, what we want to integrate, what we want to

avoid and take that next step to a conceptual model and discuss as an agenda item at the next meeting. Mr. Knight stated we have entered into a Memorandum of Understanding with the National Law Enforcement Corrections Technology Centers (NLECTC), both the West and the Rocky Mountain region, of which representatives are present today, to assist us in these types of things. The NLECTC sees these issues from a national perspective/level which the PSCC may not have the luxury of seeing from a single state or a single region. Mr. Knight has asked the NLECTC to help the Commission compare technology to our conceptual document and again have a position paper or suggested conceptual technology direction for discussion with commissioners and to answer any questions they may have at the next PSCC meeting.

Chairman Felix requested Mr. Knight bring that information back for discussion and get answers to those kinds of questions at the next PSCC meeting. Primarily, the Commission needs to hear what the concept is before they actually start hiring someone to bring that concept to life in a technical design. Chairman Felix stated as the Commission moves forward toward a solution(s) that's the point where people start to get anxious about what it is you're going to build, how it's going to be built, what impact it will have on your agency. Chairman Felix would like to hear input from everyone.

Commissioner Mike Worrell suggested discussion on the state's responsibility and status of the ITAC/ICALL systems in relationship to the trunk systems in Pinal, Coconino, and Maricopa counties. Based on recent experience in Louisiana, how is Arizona prepared to handle this?

Mr. Knight stated Mr. Rogers and Mr. Jay Vargo were going to bring that topic back on a regular basis to each meeting and discuss the Arizona Emergency Radio System (AERS) system with a component of that being the 800 ICALL, as well as the VHF and UHF. Mr. Knight advised at the moment it is conceptually designed that DPS will be monitoring AERS.

Chairman Felix asked Commissioner Worrell if he was requesting this as a discussion item for briefing to the Commission. Commissioner Worrell responded he would like to see the status of the whole state, Maricopa, Pinal and Coconino County. Chairman Felix stated the PSCC would take that as an agenda item. Mr. Knight clarified with Commissioner Worrell if he was specifically interested in the planned use of the ICALL/ITAC channels as a conventional means of communication when 800 trunked systems fail. Commissioner Worrell agreed.

### **Adjournment**

Chairman Felix asked for a motion to adjourn. Motion to adjourn was made by Captain Mike Worrell, seconded by Ms. Jan Hauk and was unanimously carried. Meeting adjourned at 2:15 pm.